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Chief, Management Staff

**CONFIDENTIAL**

28 AUG 1957

Comptroller

Change in Table of Organization - Machine Records Division,  
Office of the Comptroller

1. The attached proposal from the Chief, Machine Records Division, requests a reorganization of the Payroll Branch into two (2) separate Branches, namely, Vouchered Payroll and Un-vouchered Payroll, which results in an increase in personal services cost of \$2,625 per annum; a slight increase of \$7 in average salary with no increase in average grade for the Office.

2. This Office concurs in the attached request providing your Staff agrees that the functional realignment is proper.

3. If approved, funds to cover the increased cost of \$2,625 can be absorbed within the 1958 budget allocation.

E. R. SAUNDERS

Attachment

**APPROVED:** This request is authorized within the authority and responsibility of the Management Staff as to numbers of positions and organizational implications, subject to final determination of position evaluation action by the Director of Personnel.

Date: 24-3-81

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Chief, Management Staff

**ATTACHMENTS:**

Statements of Functions

**DISTRIBUTION:**

Orig. - Office of Personnel  
2 - Comptroller ✓

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Mgt/S/LAD:ee (6 September 1957)

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